

DEPARTMENT OF SOCIAL SERVICES  
744 P Street, Sacramento, CA 95814



January 25, 1999

ALL-COUNTY LETTER NO. 99-06

REASON FOR THIS TRANSMITTAL

- ☒ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☐ Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: EXPANDED CALIFORNIA FOOD ASSISTANCE PROGRAM (CFAP) REPORTING

REFERENCE: All County Letter (ACL) 98-66 (September 1, 1998); ACL 98-76 (September 25, 1998); and County Fiscal Letter Number 98/99-52 (December 17, 1998)

This letter provides counties with information on a change in food stamp statistical reporting due to the passage of Assembly Bill (AB) 2779 (Chapter 329, Statutes of 1998). The legislation expanded the existing California Food Assistance Program (CFAP) to include persons 18 years of age and older. Therefore, the persons count for "Under 18" and "65 and older" on the Food Stamp Program Monthly Caseload Movement Statistical Report (DFA 296 (9/97)) is no longer applicable. In place of the age delineation, the DFA 296 is changed to delineate the persons count between Singles and Families. The reason for this change is that expenditures attributable to families are countable toward the State's TANF Maintenance of Effort (MOE). Families are defined as including a dependent minor child or children and Singles are defined as individuals 18 years of age and older without dependent minor child/children.

The revised DFA 296 (1/99) must be used beginning with the January, 1999 report month, due in February. However, to meet legislative and the California Department of Social Services (CDSS) fiscal management reporting requirements, counties must provide the number of persons 18 and older that received CFAP for the months of September, October, November and December, 1998. Counties must also provide the persons count for Singles and Families as defined in paragraph one of this letter. Please submit the September through December, 1998 data for persons 18 and older that received CFAP, and the persons counts for Singles and Families, on the attached SUPPLEMENTAL DATA COLLECTION form, no later than March 1, 1999.

A copy of the revised DFA 296 (1/99) report and instructions on how to report the new data elements in PART B, Item 8 are included with this letter. Copies can be made of the report until a supply is available in the warehouse. Timely submission of the monthly DFA 296 report is important since the data is used to determine CFAP administrative costs. Instructions on how to use the data from the DFA 296 to calculate administrative costs have been provided by the Fiscal Policy Branch in County Fiscal Letter No. 98/99-52 (December 17, 1998) for the October through December 1998 quarter.

If you have any questions regarding the reporting of data on the DFA 296 (1/99), please contact Ginger Simpson, Data Operations Branch, at (916) 323-7536. Direct program and eligibility questions about the CFAP to Ernie Villalobos, Food Stamp Bureau, at (916) 657-1680. Direct questions about County Fiscal Letter 98/99-52 to your Fiscal Policy Analyst at (916) 657-3440

***Original Document Signed By  
Bruce Wagstaff on 1/25/99***

BRUCE WAGSTAFF  
Deputy Director  
Welfare to Work Division

Attachments

c: CWDA

Send one copy to:

Department of Social Services  
Reports Unit, M.S. 19-81  
P.O. Box 944243  
Sacramento, CA 94244-2430  
FAX: (916) 322-9254

# FOOD STAMP PROGRAM MONTHLY CASELOAD MOVEMENT STATISTICAL REPORT

- ☐ Fiscal Report Month - Cut off Date \_\_\_\_\_
- ☐ Calendar Report Month \_\_\_\_\_

COUNTY	COUNTY CODE
REPORT MONTH AND YEAR	

**PART A. APPLICATIONS FOR FOOD STAMPS**

1. Pending from last month (Item 5 last month, or explain).....	01				
2. Received during the month.....	02				
3. Total during the month (Sum of 1 and 2).....	03				
4. Disposed of during month (Sum of a, b, and c below).....	04				
TOTAL					
a. Total approved (Same as Part B, 7a).....	05				
<table border="1"><tr><td>PAFS</td><td>NAFS</td></tr><tr><td>06</td><td>07</td></tr></table>		PAFS	NAFS	06	07
PAFS	NAFS				
06	07				
(1) In over 30 days (CWD caused).....	<table border="1"><tr><td>PAFS</td><td>NAFS</td></tr><tr><td>08</td><td>09</td></tr></table>	PAFS	NAFS	08	09
PAFS	NAFS				
08	09				
b. Denied.....	<table border="1"><tr><td>PAFS</td><td>NAFS</td></tr><tr><td>10</td><td>11</td></tr></table>	PAFS	NAFS	10	11
PAFS	NAFS				
10	11				
(1) In over 30 days (CWD caused).....	<table border="1"><tr><td>PAFS</td><td>NAFS</td></tr><tr><td>12</td><td>13</td></tr></table>	PAFS	NAFS	12	13
PAFS	NAFS				
12	13				
c. Withdrawn.....	14				
5. Applications pending at end of month (3 minus 4 above).....	14				

**PART B. CERTIFIED CASELOAD MOVEMENT**

		PAFS	NAFS																		
6. Cases brought forward from last month (item 10 last month or explain).....	15	16																			
7. Cases added during month (Sum of a, b, and c, below).....	17	18																			
<table border="1"><tr><td colspan="3">PAFS</td><td colspan="3">NAFS</td></tr><tr><td>Federal</td><td>Fed/State</td><td>State</td><td>Federal</td><td>Fed/State</td><td>State</td></tr><tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr></table>		PAFS			NAFS			Federal	Fed/State	State	Federal	Fed/State	State	19	20	21	22	23	24	25	26
PAFS			NAFS																		
Federal	Fed/State	State	Federal	Fed/State	State																
19	20	21	22	23	24																
a. Applications approved.....	27	28																			
b. Transfer in assistance classification from PAFS or NAFS.....	29	30																			
c. Other approvals.....	31	32																			
8. Total cases open during month (Certified eligible to participate during the report month) (Sum of 6 and 7 above and also the sum of a, b, and c below).....	33	34																			
a. Pure federal cases.....	35	36																			
1. Federal persons in 8a. Cases plus federal persons in 8b cases.....	<table border="1"><tr><td>FEDERAL PERSONS</td><td>STATE PERSONS COUNT</td></tr><tr><td>35</td><td><table border="1"><tr><td>Singles</td><td>Families</td></tr><tr><td>36</td><td>37</td></tr></table></td></tr></table>	FEDERAL PERSONS	STATE PERSONS COUNT	35	<table border="1"><tr><td>Singles</td><td>Families</td></tr><tr><td>36</td><td>37</td></tr></table>	Singles	Families	36	37	38	39										
FEDERAL PERSONS	STATE PERSONS COUNT																				
35	<table border="1"><tr><td>Singles</td><td>Families</td></tr><tr><td>36</td><td>37</td></tr></table>	Singles	Families	36	37																
Singles	Families																				
36	37																				
b. Federal/State combined cases.....	40	41																			
c. Pure state cases.....	42	43																			
9. Cases terminated during the report month.....	44	45																			
10. Cases carried forward to next month (8 minus 9).....	46	47																			

**PART C. RECERTIFICATIONS**

11. Number of recertifications disposed of during the report month (sum of a and b, below).....	48	49																									
<table border="1"><tr><td colspan="3">PAFS</td><td colspan="3">NAFS</td></tr><tr><td>Federal</td><td>Federal/State</td><td>State</td><td>Federal</td><td>Federal/State</td><td>State</td></tr><tr><td>50</td><td>51</td><td>52</td><td>53</td><td>54</td><td>55</td></tr><tr><td>58</td><td>59</td><td>60</td><td>61</td><td>62</td><td>63</td></tr></table>		PAFS			NAFS			Federal	Federal/State	State	Federal	Federal/State	State	50	51	52	53	54	55	58	59	60	61	62	63	56	57
PAFS			NAFS																								
Federal	Federal/State	State	Federal	Federal/State	State																						
50	51	52	53	54	55																						
58	59	60	61	62	63																						
a. Determined continuing eligible.....	58	59																									
b. Determined ineligible.....	60	61																									
12. Overdue recertifications (CWD caused).....	66	67																									

COMMENTS:

REPORT PREPARED BY:	TELEPHONE	DATE
	( )	

**NEW INSTRUCTIONS FOR LINE 8 OF THE  
REVISED DFA 296 (1/99)**

**PART B. CERTIFIED CASELOAD MOVEMENT**

8. **Total Cases Open During Month** – Enter the number of cases (households) by assistance classification that were certified eligible to participate during the report month. This is the sum of 6 and 7 above, and also the sum of a, b, and c, below.

a. Enter in cells 33 and 34 the number of cases that consist entirely of federally eligible persons that were certified eligible to participate during the report month.

1. Enter in cell 35 (FEDERAL PERSONS) the total number of federal persons certified eligible in the cases entered in cells 33 and 34 (8a - Pure federal cases) and cells 38 and 39 (8b - Federal/State combined cases).

b. Enter in cell 36 (STATE PERSONS COUNT - Singles) the number of state persons in cells 38 and 39 (Federal/State combined cases) that are 18 years of age and older who have no dependent child/children.

Enter in cell 37 (STATE PERSONS COUNT – Families) the number of state persons in families that include dependent children.

Enter in cells 38 and 39 (Federal/State combined cases) the number of cases that consist of federal and state eligible persons that were certified eligible to participate during the report month.

c. Enter in cell 40 (STATE PERSONS COUNT – Singles) the number of state persons in the state cases that are 18 years of age and older who have no dependent child/children.

Enter in cell 41 (STATE PERSONS COUNT – Families) the number of state persons in families that include dependent children.

Enter in cells 42 and 43 (Pure state cases) the number of cases that consist entirely of state eligible persons that were certified eligible to participate during the report month.

Send one copy to:

Department of Social Services  
Reports Unit, M. S. 19-81  
P. O. Box 944243  
Sacramento, CA 94244-2430  
FAX: (916) 322-9254

**CALIFORNIA FOOD ASSISTANCE PROGRAM (CFAP)****SUPPLEMENTAL DATA COLLECTION**

County	County Code
--------	-------------

PART A	1998			
	September	October	November	December
1. Total CFAP persons 18 years of age and older.....				
a. State persons in pure state cases.....				
b. State persons in federal/state combined cases.....				

  

PART B				
1. Total CFAP persons - families *.....				
a. State persons in pure state cases.....				
b. State persons in federal/state combined cases.....				
2. Total CFAP persons - singles**.....				
a. State persons in pure state cases.....				
b. State persons in federal/state combined cases.....				

\* Families are defined as including a dependent minor child or children.

\*\* Singles are defined as individuals 18 years of age and older without dependent minor child/children.

**COMMENTS**

Person to contact regarding this report	Telephone Number (       )
---	-------------------------------